

**PROCEEDINGS OF THE BROWN COUNTY  
PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE**

Pursuant to Section 19.84 Wis. Stats., a regular meeting of the **Brown County Planning, Development & Transportation Committee** was held on Monday, April 24, 2017 at Public Works Department, 2198 Glendale Ave., Howard, WI

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**Present:** Supervisors Bernie Erickson, Dave Kaster, Dave Landwehr, Tom Sieber, Norbert Dantine  
**Also Present:** Aaron Schuette, Airport Director Tom Miller, Register of Deeds Cheryl Berken, UW-Extension Judy Knudsen, Port & Resource Recovery Dean Haen, Public Works Director Paul Fontecchio, Planning Director Chuck Lamine, Zoning Administrator Bill Bosiacki, Director of Administration Chad Weininger and other interested parties.

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*\*Audio of the meeting is available by contacting the County Board office (920) 448-4015.*

**I. Call Meeting to Order.**

The meeting was called to order by Vice Chair Dave Kaster at 5:15 p.m.

**II. Approve/Modify Agenda.**

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**III. Approve/Modify Minutes of March 27, 2017.**

Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to approve. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**IV. Discussion of May meeting.**

*Discussion was held at the Land Conservation Subcommittee; May meeting to be held at the Northern Building.*

**Comments from the Public** None

**1. Review Minutes of:**

- a. Planning Commission Board of Directors (February 1, 2017).
- b. Planning Commission Board of Directors Transportation Subcommittee (Sept. 19, 2016).
- c. Revolving Loan Fund Committee (March 14, 2017).
- d. Solid Waste Board (February 20, 2017).
- e. Transportation Coordinating Committee (December 5, 2016).

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to suspend the rules to take Item 1a-3 together. Vote taken. **MOTION CARRIED UNANIMOUSLY**

Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file Items 1a-e. Vote taken. **MOTION CARRIED UNANIMOUSLY**

**PUBLIC HEARING (5:15 p.m.): Regarding the Brown County Farmland Preservation Plan 2017-2027.**

Principal Planner Aaron Schuette opened the public hearing for the Brown County Farmland Preservation Plan 2017-2027. This was the 10-year update provided; passed Brown County Board of Supervisors and DATCP; Wisconsin Department of

Agriculture, Trade and Consumer Protection had already preliminarily certified it.

Hearing Open to the Public – No Comments

Hearing Closed to the Public

### Airport

2. **An Ordinance to Amend Section 25.09 of Chapter 25 of the Brown County Code of Ordinances Entitled “Conveyors of Public Transportation”.**

Airport Director Tom Miller introduced their counsel Gary Wickert, who worked with them on modifying the code in order to meet the needs of the airport as it related to ground transportation businesses. This section of the code hadn't been modified since 2001 and since that time, the industry had changed dramatically as it related to the establishment of transportation network companies (TNC) – i.e. Uber, Lyft. In 2015 the state entered into an agreement with TNC companies to regulate how those companies would operate within the State of Wisconsin, giving airports an opportunity to further regulate TNCs as they operated at a particular airport. The biggest stipulation with the state rules and legislation was that TNCs had to be treated equally with cab, limousine and shuttle companies to provide transportation for a fee. Basically the TNCs got to operate for free because of the way the ordinance was currently written. Their attempt in the modification to the code was to put everyone on a level playing field; all paid the same fee to the airport annually in order to be able to have the privilege of doing business and earning a living at the airport.

They had several meetings with stakeholders and took a number of their suggestions under advisement and employed them in the development of the revised ordinance. The annual fee would be \$1,600 per company, which was a dramatic change from how they had done business in the past. They charged a lower rate per company but then charged a \$100 fee per vehicle for an inspection to be done on each vehicle that operated at the airport. Part of the reason they eliminated the vehicle fee was because the state regulation as it related to TNCs provided some general guidelines as far as the condition of the vehicle operated. The airport had molded that into their agreement. There was also a security stipulation, because the TNC drivers had to meet certain security requirements, certain driving violations were prohibited as well as sex offenders from operating as Uber and Lyft drivers, the airport would install those same restrictions on cab, limousine and shuttle operators. Ultimately, they were trying to bring it up to the current standard. Same fees were being charged in Appleton. The fee at Madison was \$4,800 per company. If they happened to have a smaller company it could be as little as \$200 per vehicle but for each vehicle they had to pay an additional charges up to \$4,800. The TNCs operators at Madison were paying the maximum amount because they knew there were going to be more than 24 Uber operators operating at their airport.

Landwehr questioned if they received feedback when dealing with different companies? Miller informed they got comments back from TNCs on the ordinance draft and modifications were made to the final copy. Landwehr questioned if the changes had come before this committee, Miller informed they had not but it was talked about briefly during budget when they were in the process of rewriting it and informed that it would be coming before them for approval. Landwehr's personal opinion would be that stuff like this, which could have ramifications long term, he would prefer to have ongoing updates rather than just coming for approval. Miller apologized.

Miller added that there were 9 cab companies operating at the airport and they knew Uber and Lyft would be interested in entering into agreements with them once this was finally approved.

*Later during the meeting it was noted that representatives from several limousine companies showed up late to speak; they may have been misinformed on the time change of the meeting. To address this mix-up, names were forwarded to the PD&T Chairman so that this could be brought forward again at another meeting.*

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

3. **Airport Budget Status Financial Report for March 2017 – Unaudited.**

Miller informed they were pretty much right on budget expense-wise, under budget by about \$117,000. Revenue for the first quarter of the year, as always, was skewed because of year-end and some of their projects not being fully operational during that winter quarter. He pointed out that they had a very strong March traffic-wise and their passenger traffic for the year was up 3.2%.

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file. Vote taken.**

**MOTION CARRIED UNANIMOUSLY**

4. **Departmental Opening Summary.** There were currently no vacancies or jobs to be filled this month.

**Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken.**

**MOTION CARRIED UNANIMOUSLY**

5. **Director's Report.**

Miller informed there were a number of projects that have just started up:

Public Works was working on the resurfacing of the employee lot. They got about 2/3rds of the first lift on today. He was reasonably confident they would be able to finish tomorrow.

Last Thursday the state took bids on the service road project as it was a state aid project. About 3,400 feet of road and the low bid was \$924,000 by Peters Concrete. It was a combination of concrete and asphalt.

The West Ramp Project was halted last fall and they had been advised by the contractor that that project will resume on May 8<sup>th</sup>. They will finish trimming the base and will start to pave it shortly. The project was due to be finished before EAA at the end of July.

The low bid for the house demo was approximately \$18,000 and it was his understanding from the Purchasing Department, that anything less than \$25,000 did not have to come back to the committee for approval. Dantine asked that the results be provided to the committee.

**Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken.**

**MOTION CARRIED UNANIMOUSLY**

**Register of Deeds**

6. **Register of Deeds Budget Status Financial Report for March 2017 – Unaudited.**

Register of Deeds Cheryl Berken informed they were on target for budget.

**Motion made by Supervisor Landwehr, seconded by Supervisor Dantine to receive and place on file. Vote taken.**

**MOTION CARRIED UNANIMOUSLY**

7. **Register of Deeds Annual Report.**

Berken briefly spoke to the Annual Report located in the agenda packet material.

Berken informed they had an increase of their 'per page' fee from \$.10 to \$.25 for all of their LAREDO users (their real estate side); the change came from last budget and was taking place in March. They lost one LAREDO user due to a merger of two companies.

Kaster questioned the 'Deterrents to Revenue' portion of the report, Berken responded that if you had rental property you had to file a stipulation and had to get a certificate of compliance so an inspector had to come out and do an inspection. ROD issued the certificates and stickers; they charged \$30 for each sticker and \$30 to record the document. According to the state budget, that whole program looked like it was going away in June. That was about



\$4,800 a year of revenue; it just started in last year's budget because they just became a provider of the stamps.

**Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to receive and place on file. Vote taken.**

**MOTION CARRIED UNANIMOUSLY**

**Planning and Land Services**

**Land Information – No agenda items.**

**Planning Commission**

**8. Resolution Adopting the Brown County Farmland Preservation Plan 2017-2027.**

Schuette informed that last time it was a 5-year approval because DATCP wasn't too happy with the map that was put together. There was an issue at the state level. This year they were able to get a 10-year preliminary certification from the state on what they submitted. It was a pretty big program and he was pretty happy with what they put together and didn't anticipate any changes or issues at the state once they submit it for final certification. Schuette ran some quick numbers in terms of impact to the program itself, if they looked at the total number of acres that were in the Farmland Preservation Plan in Brown County, there were 151,000 acres. If everyone collected the tax credit at \$7.50/acre it was roughly a \$1.1 million dollar impact yearly in tax credits to Brown County residents.

Responding to Dantine, Schuette informed that every township and a couple villages were participating except the Village of Bellevue, they were no longer interested. They provided the maps included in the county plan. Kaster believed Bellevue had a small amount of acres, Schuette informed less than 100.

**Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

**9. Update regarding development of the Brown County Farm Property – standing item.**

Planning Director Chuck Lamine informed that the County Executive handed out information at the April County Board meeting with the work he had been doing with the University of Wisconsin-Green Bay on locating the new STEM Innovation Center on the UWGB campus land. When the decision was made to locate the facility on the property, the perspective was that it would provide an increase programmatic benefit on the university campus with the engineering program and the interaction between business and the university. One thing he was steadfast with was if they were going to locate that building again it was going to be the catalyst for the Research Park and the Executive and the Chancellor had gone forward with conversations and the university was going to work towards the dedication of 63 acres of property on the university campus for the research park. The approach that appeared to be the easiest way to do that was a long term lease agreement between the county and the university. This had been done on other projects of university owned property and it required action by the Board of Regents. Tomorrow they were going to be meeting with UWGB staff and a representative from the UW System to walk through that process in identifying the process for the lease and they will be bringing Corporation Counsel to start working on that document. The other important item, the RFP which was approved at County Board and it was on for the bond approval tonight, within that was \$815,000 with the cost for financing for the architectural and engineering design work for the building. They had some fine tuning to do with the RFP and will also be going through with UWGB and Einstein Project staff to talk through that RFP schedule for design and getting contracts lined up and responses to the RFP and having that building open for the fall of 2019 school year. The other thing they will be doing was walking the 63 acre site on the campus.

With regard to the Brown County Farm Property, there were a lot of directions they could go and Lamine felt they were going to be starting a conversation on that again. The one potential thing was to leave the site as is for now and keep working with the university on the research aspects, start working on their 63 acres and potentially one of those buildings businesses expand again they would have acreage on their side of the

highway. Then the other option would be to open the doors and see what interest might be in the property for general development and going forward with a request for proposals for development of the site and they would step out of it and sell the property. None of those decisions had been made and the board would be involved and know as they continue to debate it. He didn't have an immediate first step. He was pretty busy on the STEM building and that timeline. Kaster questioned if they were going to be able to fit everything on the property at UWGB? Lamine responded that when the Association for University Research Park folks visited four years ago, they said the county was blessed with a lot of acreage but cursed with a lot of acreage. Their thinking at that time was because the county had so much acreage for these to be successful they had to have some density, activity and interaction going on. The nice thing about the university campus was the activity was going on right now and they needed additional density as well and they were trying to bring the business community to the university and bring the university community to the businesses and he felt they would do that a little more effectively on their 63 acres. They had some complications to work through, immediately the county didn't own the land so they had to come up with agreements on that but it had been done in other places throughout the university system so he was confident they would come up with agreements to make that happen.

**Motion made by Supervisor Sieber, seconded by Supervisor Dantine to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**10. Planning Budget Status Financial Report for March 2017 – Unaudited.**

Lamine informed that all the budgets for all three divisions were all on schedule and so far so good for the year.

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to receive and place on file Items 10, 11 & 12. Vote taken. MOTION CARRIED UNANIMOUSLY**

**Property Listing**

**11. Property Listing Budget Status Financial Report for March 2017 – Unaudited. *See Item 10.***

**Zoning**

**12. Zoning Budget Status Financial Reports for March 2017 – Unaudited. *See Item 10.***

**UW-Extension**

**13. UW-Extension Budget Status Financial Report for March 2017 - Unaudited.**

UW-Extension Director Judy Knudsen informed revenues were ahead of expenses.

**Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**14. Budget Adjustment Request (17-27): Any increase in expenses with an offsetting increase in revenue.**

This was for a grant received from the National Wildlife Federation to put out an outreach plan highlighting the benefits of implementing conservation practices with producers. They were doing this in cooperation with BC Land and Water Conservation. Brickstead Dairy will do a number of presentations in regards to practices on their farms.

**Motion made by Supervisor Sieber, seconded by Supervisor Dantine to approve 17-27. Vote taken. MOTION CARRIED UNANIMOUSLY**

**15. Budget Adjustment Request (17-30): Any increase in expenses with an offsetting increase in revenue.**

This was in regards to the proceeds from the sale of their building. A small amount will be used for the cost of

moving. The rest will be put in the BC Research and Business Park fund account to be put towards the construction of the new STEM Innovation Center.

**Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to approve 17-30. Vote taken. MOTION CARRIED UNANIMOUSLY**

16. **Budget Adjustment Request (17-31): Any allocation from a department's fund balance.**

This was to reallocate building operating cost savings after the sale of UW-Extension building and to approve lease of UW-Green Bay office space and additional security expense associated with UW-Extension offices located at the Neville Public Museum because they are not open on Mondays. UW-Extension gets a lot of walk-ins on Monday with horticulture questions.

**Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to approve 17-31. Vote taken. MOTION CARRIED UNANIMOUSLY**

17. **Budget Adjustment Request (17-33): Any increase in expenses with an offsetting increase in revenue.**

Knudsen informed they received \$25,000 from the Green Bay Packers for community gardens projects. They were excited with the relationships they were building with them.

**Motion made by Supervisor Dantine, seconded by Supervisor Landwehr to approve 17-33. Vote taken. MOTION CARRIED UNANIMOUSLY**

18. **Resolution re: 2016 Balanced Budget Adjustment – UW Extension portion.**

Knudsen informed UW-Extension was over by \$413.

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

19. **Director's Report.**

Knudsen reported on the following:

Part of their staff will be moving Friday to the Neville Public Museum, the rest of their staff will be moving to UW-Green Bay next Thursday, May 4<sup>th</sup>.

They were getting lots of horticulture questions with the nicer weather and were thinking of doing a drive-up at the Neville during certain times of the week to speak with Master Gardeners and Horticulture staff. It will be good press letting people know they moved.

They had another grant that they got last year that they hadn't spent and they will be giving out free trees with instructions on how to properly plant them.

They received some funding to continue their Teen Market Garden Program with the Boys and Girls Club. The B&G Club staff tried to be really helpful and killed the weeds by the 8-raised bed gardens, using a chemical where you can't plant any produce for a year. Some funds were carried over and they got some additional funding from the Community Foundation. They will be hiring a very part-time Teen Market Garden Coordinator. Teenagers will be able to grow their produce and sell it at a farmers market 3 to 4 times at their west side club in the summer. They will learn about marketing and they will figure out what to do with their proceeds. Last year they took a trip to Madison to look at some gardens. They were planning to start a salsa program to accompany it. Teens will go to one of Brown County's commercial kitchens to process and sell at their farmers market as well. Another opportunity for good press.

Robotics Programs for 4H were going really well and had waiting lists; they needed to find another instructor and add



more sessions.

They were working on a fruit and vegetable campaign with UW-Extension on the UW-Madison campus. They had 9-local grocery stores involved and 4-large billboards going up across the city. They will be doing other activities throughout the summer to encourage millennials, those with children to start eating more fruits and vegetables. Breakfast on the Farm was June 18<sup>th</sup> on the Gerrits Family Farm. They were getting volunteers daily.

UW-Extension was hosting the 70<sup>th</sup> Alice in Dairyland selection in May. They had 6 super talented candidates, some were seniors at UW Madison or graduated, some working or in graduate school. It will be in the atrium at Lambeau Stadium and they expected about 400 in attendance. Judges were coming from out of the area.

**Motion made by Supervisor Dantinne, seconded by Supervisor Sieber to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**Port & Resource Recovery**

20. Port Budget Status Financial Report for March 2017 – Unaudited.

**Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

21. Resource Recovery Budget Status Financial Report for March 2017 – Unaudited.

Port & Resource Director Dean Haen informed they had a grant that they won't see until the fall. All revenues and expenses were slightly below the 25% mark and on target.

**Motion made by Supervisor Dantinne, seconded by Supervisor Landwehr to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

22. Director's Report.

Haen briefly spoke to his Director's Report in the agenda packet material.

He added, with regard to the Southwest Landfill – The committee should see the transaction in the next month; it was a significant transaction. Timing was perfect; it was time for them to release their farm lease. Assuming the transaction went through they will be leasing less acres. They were also breaking out tillable acreages and separating it from the farm they leased out. They were going to lease out the wooded acres for hunting purposes. This would put them in a better position.

In addition to his report the Port Symposium was well attended, they had 120 attendees. The Lieutenant Governor spoke, Congressman Gallagher. He felt it was a really good program and well received.

**Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**Public Works**

23. Initial Resolutions Authorizing the Issuance of Not to Exceed \$9,525,000 General Obligation Corporate Purpose Bonds of Brown County, Wisconsin in One or More Series at One or More Times.

No discussion held.

**Motion made by Supervisor Landwehr, seconded by Supervisor Sieber to approve. Vote taken. MOTION CARRIED UNANIMOUSLY**

24. **Summary of Operations.**

Referring to the information in the packet, Public Works Director informed they were right on track.

**Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

25. **Director's Report.**

Fontecchio briefly spoke to his report in the agenda packet.

**Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

26. **2016 Annual Financial Report.**

Fontecchio informed that he went back and took some of the markers and looked at a 10-year timeline to see if he could see patterns that he hadn't seen, they were doing more work in terms of overall work but there was a lot of fluctuation between the years but nothing major that jumped out at him comparing the years. This report was a snapshot at the end of the year.

Depreciation accounted for the roughly 20%+ decrease in the building and land inventory.

**Motion made by Supervisor Sieber, seconded by Supervisor Landwehr to receive and place on file. Vote taken.**  
**MOTION CARRIED UNANIMOUSLY**

**Other**

27. **Acknowledging the bills.**

Bills were presented at the April County Board meeting.

**Motion made by Supervisor Sieber, seconded by Supervisor Dantine to acknowledge receipt of the bills. Vote taken. MOTION CARRIED UNANIMOUSLY**

28. **Such other matters as authorized by law.**

29. **Adjourn.**

**Motion made by Supervisor Dantine, seconded by Supervisor Sieber to adjourn at 6:21 pm. Vote taken. MOTION CARRIED UNANIMOUSLY**

Respectfully submitted,

Alicia A. Loehlein,  
Recording Secretary